

AMERICAN SOCIETY FOR INDUSTRIAL SECURITY (ASIS)

DANTES Test Centers' Authorization

The American Society for Industrial Security (ASIS) authorizes military installations with DANTES test centers to administer ASIS certification examinations.

Background

The founders of ASIS considered the concept of granting certification shortly after the society was formed in 1955. Eventually, the ASIS Board of Directors enacted a program that grants certification to individuals who meet stringent education and/or experience criteria and who pass a comprehensive written examination. Examinees who meet the requirements become Certified Protection Professionals (CPPs).

The ASIS foundation provides funding and manages endowments for chapter and regions, drives continuing education, supports research, facilitates curriculum and degree programs, and designs and publishes materials including a security Journal.

The ASIS Foundation focuses on security education, research, and scholarship in an effort to provide a service to the industry and a worthwhile “product” for contributors.

Address

American Society for Industrial Security
1625 Prince Street
Alexandria, VA 22314-2818

Phone: (703) 519-6200

Fax: (703) 519-6299

Website: <http://www.asionline.org/>

E-mail: asis@asionline.org

Description

Eligibility Requirements

To qualify to take the Certified Protection Professional (CPP) examination, the examinee must meet one of the following eligibility requirements:

- Nine years of security experience, with at least three years of which shall have been in responsible charge of a security function.
- An earned Bachelor's Degree or higher from an accredited institution of higher education and seven years of security experience, at least three years of which shall have been in responsible charge of a security function.

Note: Documentation for education is not needed if eligibility requirements based on years of experience are met.

If education is used, the CPP program office must receive official transcripts before the candidate is considered eligible to test.

“Experience” shall mean that the individual has been personally engaged in security or loss prevention on a full-time basis or as a primary duty.

“Responsibility Charge” generally means that charge exercised by one in a supervisory position. It does not mean that an applicant must have held a supervisory position. Check the ASIS website for further explanations of “responsible charge.” Applicant must not have been convicted of any criminal offense, which would reflect negatively on the security profession and ASIS.

Examination Content

The CPP examination consists of multiple-choice questions covering tasks, knowledge and skills in seven subject areas. The subject areas and percentage of questions devoted to each area of the examination are:

No.	Certified Protection Professional examination	Percentage
1	Security Management	37.9
2	Investigations	14.7
3	Legal Aspects	7.1
4	Personnel Security	8.7
5	Physical Security	19.4
6	Protection of Sensitive Information	6.4
7	Emergency Management	5.8

Application Procedures

To Order

The Test Control Officer should write for the CPP exam application using official stationery. ASIS CPP will notify eligible candidates of their applications' approval by sending "authorization to test." The testing authorization is valid for two years from the date of the authorization letter. Send the application (along with payment) to:

ASIS – CPP Department
1625 Prince Street
Alexandria, VA. 22314

Fax: (703) 518-1517

Certification Fees

Certification Fees

The fees for the ASIS CPP certification examination are:

ASIS-CPP	Fee
Certified Protection Professional	\$275 Members; \$325 Non-members
Retesting	\$175 Members; \$225 Non-members

Administration

Military Administration

DANTES TEST CENTERS MAY ADMINISTER THE CPP CERTIFICATION EXAMINATION TO ELIGIBLE ACTIVE DUTY MILITARY AND RESERVE COMPONENT PERSONNEL ON AN UNFUNDED (EXAMINEE PAYS) BASIS UNLESS EXISTING MILITARY REGULATIONS PROVIDE OTHERWISE.

Since the CPP is a computer-based test, examinees must report 30 minutes prior to the test time.

When TCOs Should Administer the ASIS Examinations

The candidate will receive instructions regarding the process of scheduling the examination. These instructions should be given to the TCO. Candidates may test any time within two years of the date of their authorization.

Continued on next page

Administration, Continued

Civilian Administration

DANTES test centers may administer the ASIS certification examinations to the following civilians on an **UNFUNDED (EXAMINEE PAYS) AND SPACE –AVAILABLE BASIS** according to local command policy and Service regulations:

- Retired military personnel
 - Military family members
 - Veterans, and
 - U.S. federal employees
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Scoring

Scoring

Scores are reported on a scale of 200-800, with 650 representing the passing score. Candidates will receive immediate scores at the test center. These scores are preliminary or unofficial results.

Refunds

Refunds

Because candidates may test any time within two years of the date of their authorizations, no part of the fee is refundable.

Retesting

- Retesting**
- If a candidate fails, there is a 3 month waiting period, and a 6 month waiting period to take the exam a third time.
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Study and Preparation Assistance

- Reference Materials**
- ASIS provides reference materials and review courses. To find a chapter near you call 1-703-519-6200 or visit the website at www.asisonline.org.
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Certificate Maintenance

- Certificate Maintenance**
- In order to be recertified, the CPP must:
- Obtain 9 credits of continuing education
 - Pay a fee of \$60.
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- Recertification After a Lapse**
- To recertify after a lapse, the candidate must:

Step	Requirement
1	10 credits of continuing education and pay a \$90 fee between 1 January and 30 June.
2	11 credits and \$90 fee between 1 July and 31 December.
3	Non-member late fee is \$140.
4	Recertification after a lapse of 12 months will require completing the full examination process.

Problems

Problems	If information pertaining to the examination is not received in a timely manner, please contact ASIS.
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Security

Test Loss or Compromise	Refer to Part I of the <i>DANTES Examination Program Handbook (DEPH)</i> for complete instructions if there is an ASIS test loss or compromise.
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Contact DANTES immediately and refer to specific Service regulations for complete procedures. DANTES address is:

DANTES	Phone: (850) 452-1360
Code 20F	DSN: 922-1360
6490 Saufley Field Road	Fax: (850) 452-1161
Pensacola, FL 32509-5243	

Web Pages and E-mail Addresses

DANTES Web Address	Access the DANTES web pages at http://www.dantes.doded.mil .
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ASIS Web Address	Access the ASIS web page at http://www.asisonline.org .
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DANTES E-Mail Address	The DANTES Certification Program E-mail address is certprog@voled.doded.mil .
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